



**RICHARDSON BAY REGIONAL AGENCY**  
**Board of Directors**  
**FINAL REGULAR MEETING MINUTES**  
**March 14, 2024**  
**5:30 PM – 7:00 PM**

**5:30 PM: CONVENED IN OPEN SESSION AT TIBURON TOWN HALL, 1505 TIBURON BOULEVARD, TIBURON, CA 94920 AND ALSO VIA ZOOM**

**1. CALL TO ORDER AND ROLL CALL**

**MEMBERS PRESENT:** Chair Lynch, Vice-Chair Ryan, Director Wickham  
Director Moulton-Peters

**STAFF PRESENT:** Brad Gross, Executive Director; Jim Malcolm, Harbormaster;  
Karen Prows, Board Clerk

**2. PUBLIC COMMENT: (ITEMS NOT ON THE AGENDA)**

Present: Jeff Chase, Robbie Powelson, Arthur Bruce, Via Zoom: Kristina Weber

Chair Lynch asked Executive Director Gross to contact the Zoom caller at the appropriate time.

**3. REPORTS AND COMMENTS:**

**Staff Reports:**

**3.1 Executive Director**

### 3.2 Harbormaster

**Board Member Comments/Questions:** None

**Public Comments:**

Present: Jeff Chase, Robbie Powelson, Kenneth Kennedy

### 4. CONSENT AGENDA:

4.1 Approve Minutes from January 10, 2024.

4.2 New Meeting Schedule and Resolution. **Staff Report**

4.3 Subaward Contracts for Audubon California and San Francisco State University (SFSU). **Staff Report**

Recommend Approval.

**Board Member Comments:** None

**Public Comments:** Jeff Chase requested that item 4.3 be removed from the Consent Calendar. The Chair grants the request and will accept a motion regarding the Consent Calendar, excluding agenda item 4.3.

**Motion:** Approve Consent items 4.1 and 4.2.

(Ryan/Wickham)

Motion passed 4-0

### 5. DISCUSSION:

**4.3 Moved from Consent Calendar:** Subaward Contracts for Audubon California and San Francisco State University (SFSU). Staff Report by Executive Director Gross

**Board Member Comments:** None

**Public Comment:** Present: Jeff Chase, Robbie Powelson, Arthur Bruce, John Jenkins Via Zoom: Kristina Weber

**Motion:** Approve Item 4.3, Subaward Contract for Audubon Society and Resolution 24-02; and Subaward Contract for San Francisco State University (SFSU) and Resolution 24-03.

(Ryan/Moulton-Peters)

Motion passed 4-0

5.1 Audit Report for years ending June 30, 2023 and 2022- **Staff Report**

Presented by Executive Director Gross

Staff Recommendation: Accept the Financial Statements and Independent Auditors' Report for years ended June 30, 2023 and 2022.

**Board Member Comments:** Director Ryan

**Public Comments:** None

Executive Director Gross responded.

Motion: Accept the Financial Statements and Independent Auditors' Report for years ended June 30, 2023 and 2022.

(Moulton-Peters/Wickham)

Motion passed 4-0

**5.2 Mid-Year Budget Report - Staff Report** Presented by Executive Director Gross.

**Board Member Comments/Questions:** None

**Public Comments:** Via Zoom: Kristina Weber

Executive Director Gross responded.

**Motion:** Accept and file the Mid-Year Budget Report for Richardson Bay Regional Agency.

(Moulton Peters/Ryan)

Motion passed 4-0

**5.3 DRAFT FY25 Preliminary Budget - Staff Report** Presented by Executive Director Gross.

Staff Recommendation: Approve Resolution 24-04 adopting the FY24-25 Preliminary Budget.

**Board Member Comments/Questions:** Director Ryan

**Public Comments:** Present: Arthur Bruce, Jeff Chase, Robbie Powelson  
Via Zoom: Kristina Weber

Executive Director Gross responded.

**Motion:** Approve Resolution 24-04 adopting the FY24-25 Preliminary Budget.  
(Wickham/Ryan)

Motion passed 4-0

6. **INFORMATION ITEM:** Powerpoint presentation by Will Reisman Progress Public Affairs on last years' activities.

7. **ADJOURNMENT** was at 7:08 p.m.

Video of the meeting is available at <http://rbra.ca.gov/meeting-archives/>

**Approved at the Regular Board Meeting of May 9, 2024.**